

# CAMPDOC INSTRUCTIONS

Go to your group's exclusive CampDoc link provided by your group leader.  
CampDoc Release Forms must be 100% complete two weeks prior to your event.

CampDoc.com

CampDoc.com

CampDoc.com is the leading electronic health record system for camps, designed by camp doctors, nurses and directors.

Email Address

Password

Forgot your password?

LOG IN

OR

SIGN UP

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**Returning Users:** Log in using your existing user name and password.

CampDoc.com

CampDoc.com

Let's Get Started

Enter your email below to begin.

Email Address

BEGIN

BACK TO LOGIN

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**New Users:** Click "Sign Up" & follow the prompt to create a login.

+ NEW PARTICIPANT

New participant

After you add your participant, don't forget to click on the registration tab to select your event!

Form with fields for First Name, Middle Name, Last Name, Sex, Date of Birth (Month, Day, Year), and a CONTINUE button.

Enter the requested participant (guest) information.

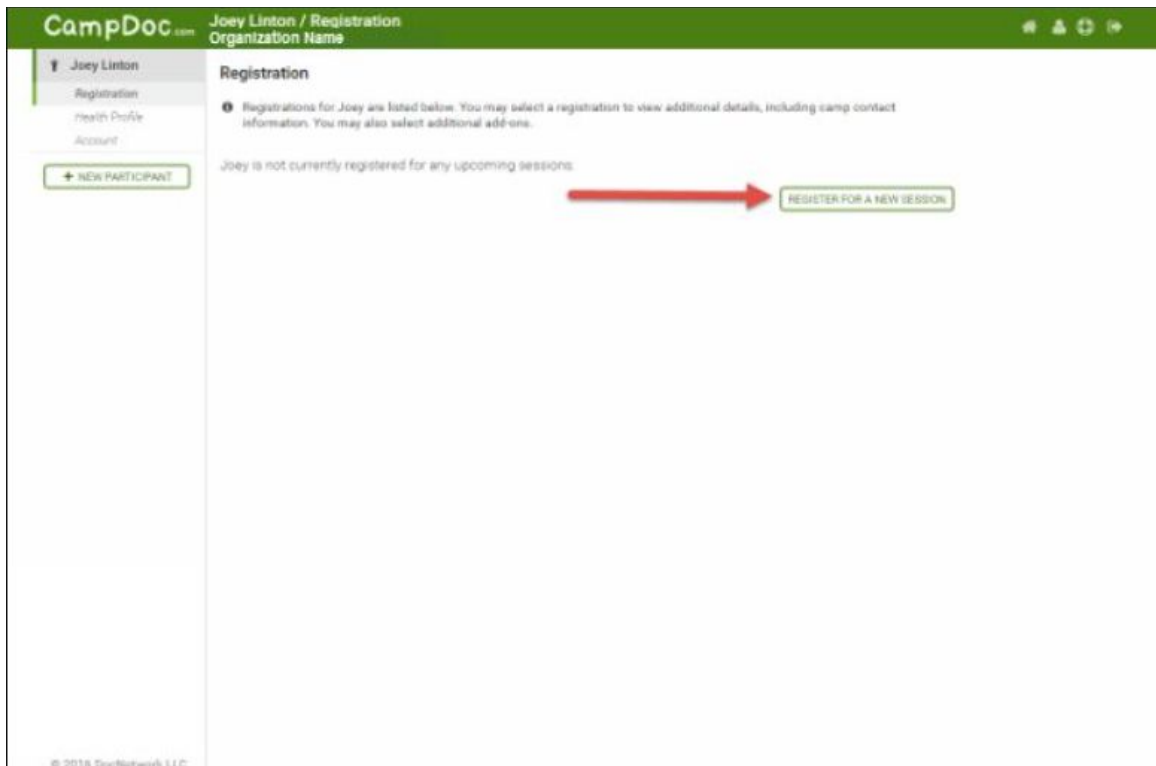
- About You
Participants
Security
Notifications

About You

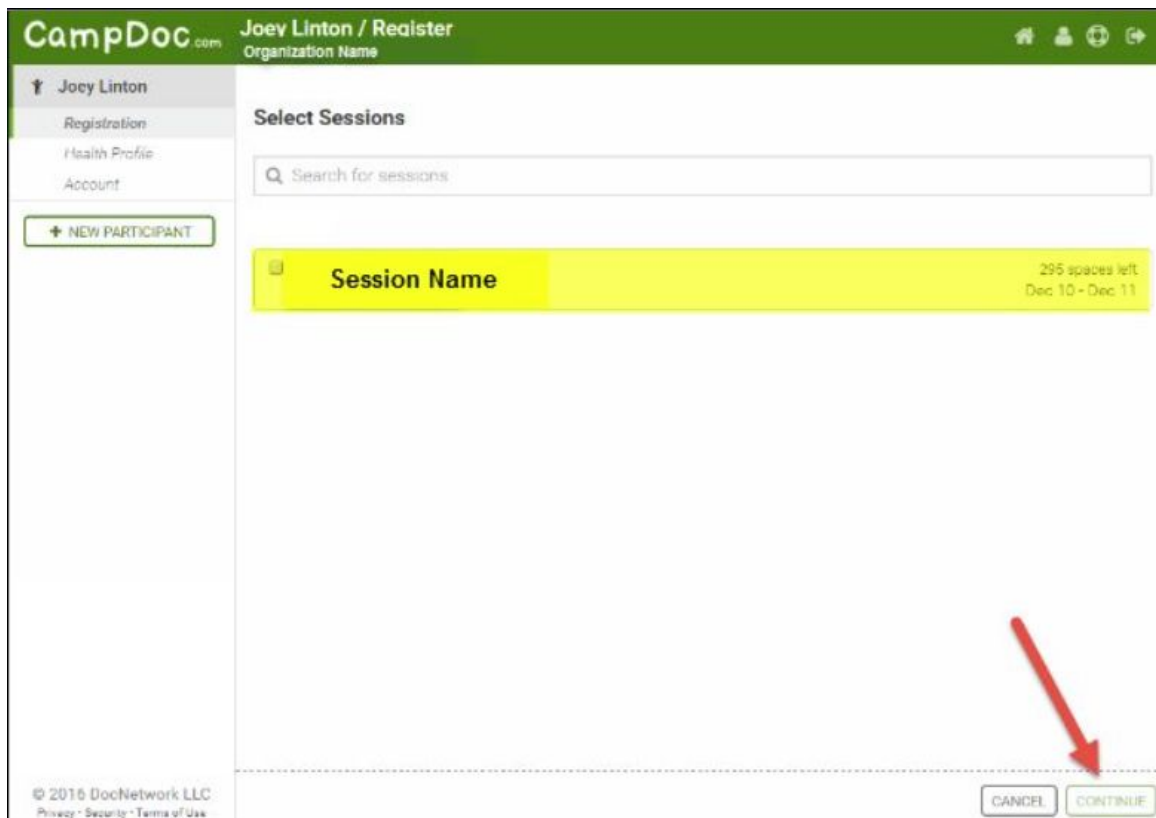
If you want to change the name, email, phone or address associated with your CampDoc.com account, you may do so below. If you are using CampDoc.com for someone other than yourself (e.g. your child), please do not enter their information here.

Form with fields for First Name, Last Name, Email Address, Phone Number, Mailing Address, and a toggle for text message alerts, plus a SAVE button.

Verify your contact information.



Next, select **“Register for a New Session.”**



Select your **“Session”**, click **Continue**. Click **“Register”** to continue.

CampDoc.com Joey Linton / Health Profile  
Organization Name

Joey Linton  
Registration  
Health Profile  
Account

+ NEW PARTICIPANT

Contact

Contact

\* Church/Group Phone  
909-289-1234

\* Type of Camp Attending  
Adult

Name of Parent/Guardian (if applicable)

\* Phone #1  
909-239-4321

\* Type  
Cell

100% Complete

NEXT STEP

Joey Linton  
May 1, 2003

- ✓ Contact
- ✓ Emergency Contact
- ✓ Physician
- ✓ Health
- ✓ Medications
- ✓ Insurance
- ✓ Authorizations

DATES  
Due: October 18, 2016  
Lockout: October 18, 2016

CONTACT

PRINT

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**Health Profile- New Users:** Enter required contact and health information. **Returning Users:** Confirm your previous entries. Lastly, please **sign all authorizations.**

Upon completion, you will receive a CampDoc confirmation email with helpful links to help you prepare for your arrival.

## CampDoc Help

Thank you for using CampDoc.com to complete your Release Form. If you need assistance completing your participant profile, please see below for direction.

### CampDoc Can:

- Reset a password if you can't access your account, and are unable to reset your password
- Help you download an updated web browser (which provide improved security and performance for health information); we support current and previous releases of Google Chrome, Firefox, Microsoft Edge, & Safari
- Update or add new email addresses to a participant account
- Re-send any email notifications that you may have missed or accidentally deleted
- Help you navigate your health profile
- Help you with any errors or unexpected behavior when using our system
- **CampDoc.com/support** offers support, training videos, & answers FAQs

### CampDoc Cannot:

- Manually enter new participants or providers based on the request of a parent/guardian
- Remove email addresses for someone other than the email address owner; please see your group leader directly to process these changes

### Group Leaders (Providers) Can:

- Create new participant profiles
- Update a participant's name, date of birth, or health record (an alert will notify leaders of any demographic change requests)
- Answer questions specific to your event (e.g. driving directions, policies, activities, etc.)
- Unlock health profiles, ensuring that leaders are aware of last-minute changes
- Select programs are not designated a Provider; contact the camp for help with Provider functions

### The CampDoc.com Team

Email: [help@campdoc.com](mailto:help@campdoc.com)

Phone 734.636.1000, Fax: 734.619.8301

[www.campdoc.com/support](http://www.campdoc.com/support)